

PAYOUTS HELP GUIDE

How to Set Up Your Payouts on The Sale Pen

Step 1: Review your details

Before you can submit, every section must be complete. If 'Business information' says Incomplete, click Edit to finish it.

ⓘ You won't be able to submit until you complete all sections.

Business type

Individual or sole proprietorship

Edit

Location

United States

Professional details

Business information

Incomplete

Edit

Personal details

John Smith

Edit

Email

johnsmith@email.com

Payout details

Step 2: Skip the website question

You don't need your own business website. Click the green link to describe what you sell instead.

Additional information

Please provide a few more details to verify your account.

Your website

Share a website that shows the products or services you sell or promote. Placeholder or under-construction sites aren't supported. [Learn more about the businesses we support](#)

Don't have a website? [Add product description instead.](#)

Save

Cancel

Click here

Step 3: Paste in your description

Copy the text in the green bubble, paste it into the Product description box, then click Save.

Additional information

Please provide a few more details to verify your account.

Product description

Example: I sell new and gently used children's clothing, toys, and accessories for ages 0–10. I sell these items through my website and on Instagram.

Tell us which products or services you provide and when you charge customers.

Have a website?

By sharing a product description instead of a URL, you confirm that you don't use a website, app, social media page, or online profile to promote or sell products or services. [Learn more about website requirements](#)

Save

Cancel

I raise and sell livestock. Buyers reserve animals through The Sale Pen (thesalepen.com) by paying a reservation fee, which is applied to the purchase price, with the balance due at pickup.